

1. **Virtual / Online Education/General Education Teacher**

- Outside General Education Classroom (Internet connection)
- General Curriculum
 - ✓ The virtual / online education teacher teaches students general curriculum via an internet connection.
 - ✓ The general education teacher from your district monitors student's attendance within the internet lab environment.
 - ✓ The virtual / online education teacher assigns the grades to all students.
 - ✓ The virtual / online education teacher reports all students to the CWCS submitting school.
 - ✓ The CWCS submitting school general education teacher reports all student completion records through CWCS. CWCS submitting school holds the individual student WSN IDs.

Submission Instructions:

The virtual / online education teacher reports all students as a section/course assignment as the single teacher.

Note: The general education teacher from your district monitoring student's attendance within the internet lab environment is not reported. They do not provide the curriculum or assign grades.

Course and Teacher Record Example:

- 1) SectionCourse_ID: 03003G_Environmental_Sci
 - 2) Course Code = 03003G
 - 3) Virtual / Online = Y
 - 4) WorldLanguage: NA
 - Teacher Role is: **Single teacher** = virtual / online education teacher
- Note:** The virtual / online general education teacher must be in compliance with State of Wisconsin teacher licensure guidelines.

Student Completion Record Example

- 1) WSN_ID: 0000000041
- 2) GradeEarned: 3.75
- 3) COMPLETION_ STATUS: P
- 4) HS_CREDIT_EARNED: 1
- 5) PTO_ENROLL_DISTRICT: NA

2. **Virtual / Online Education/General Education Teachers**

- Outside General Education Classroom (Internet connection)
- General Curriculum
 - ✓ The virtual / online education teachers teach students general curriculum via an internet connection.
 - ✓ The general education teacher from your district monitors student's attendance within the internet/lab classroom.
 - ✓ The virtual / online education teachers assign the grades to all students.
 - ✓ The virtual / online education teachers report all students to the CWCS submitting school.
 - ✓ The CWCS submitting school general education teacher reports all student completion records through CWCS. CWCS submitting school holds the individual student WSN IDs.

Submission Instructions:

The virtual / online education teachers report all students as a section/course assignment as multiple teachers.

Note: The general education teacher from your district monitoring student's attendance within the internet lab environment is not reported. They do not provide the curriculum or assign grades.

Course and Teacher Record Example:

- 1) SectionCourse_ID: 06601G_Russian I
- 2) Course Code = 06601G
- 3) Virtual / Online = Y
- 4) WorldLanguage: WL
 - Teacher Role is: Multiple Teacher = 1st virtual / online education teacher
 - Teacher Role is: Multiple Teacher = 2nd virtual / online education teacher

Note: The virtual / online general education teacher must be in compliance with State of Wisconsin teacher licensure guidelines.

Student Completion Record Example

- 1) WSN_ID: 0000000042
- 2) GradeEarned: 3.75
- 3) COMPLETION_STATUS: P
- 4) HS_CREDIT_EARNED: 1
- 5) PTO_ENROLL_DISTRICT: NA

1. Distance Education Teacher/ General Education Teacher

- Host Site General Education Classroom
- Remote General Education Classroom(s) (via ITV)
- General Curriculum
 - ✓ The distance education teacher may teach students general curriculum at the host site within the general education classroom.
 - ✓ The general education teacher from your district monitors student's attendance within the remote site classroom.
 - ✓ The distance education teacher teaches students general curriculum at the remote sites via ITV access within the general education classroom.
 - ✓ The distance education teacher assigns the grades to all students.
 - ✓ The distance education teacher reports all students to the CWCS submitting school.
 - ✓ The CWCS submitting school general education teacher reports all student completion records through CWCS. CWCS submitting school holds the individual student WSN IDs.

Submission Instructions

The distance education teacher reports all students as a section/course assignment as the single teacher.

Note: The general education teacher from your district monitoring student's attendance within the remote site classroom is not reported. They do not provide the curriculum or assign grades.

Course and Teacher Record Example

- 1) SectionCourse_ID: 06105E_SpanishV
- 2) Course Code = 06105E
- 3) **DISTANCE_ED: Y**
- 4) **WorldLanguage: WL**

- Teacher Role is; **Single teacher** = distance education teacher

Note: The distance education teacher must be in compliance with State of Wisconsin teacher licensure guidelines.

Student Completion Record Example

- 1) WSN_ID: 0000000019
- 2) GradeEarned: 4.000
- 3) COMPLETION_STATUS: P
- 4) HS_CREDIT_EARNED: .5
- 5) **PTO_ENROLL_DISTRICT: NA**